



London Procurement Partnership

Commercial advantage for the NHS by the NHS



Estates, Facilities & Professional Services

Waste Management Framework User Guide

Framework Reference Number: LPP/2017/011

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1. Introduction

This user guide is intended to provide information about the Waste Management framework and to provide practical support to contracting authorities who wish to access the framework to award contracts.

Please note that the guidance provided within this document only applies to this framework and contracting authorities should ensure they refer to the guidance document which is relevant to the framework they wish to access to ensure that the right processes are being followed.

Procurement teams should be involved in the decision to access the framework to ensure that the decision fits with local procurement policies and contracting authorities' standing financial instructions.

1.1 Key Information

Framework Title	Waste Management
OJEU Reference Number	2017/S 126-256823
LPP Reference Number	LPP/2017/011
Framework Period	18/11/2017 – 17/11/2021

1.2 Background

This framework has been established to allow public sector organisations to award contracts for waste collection and disposal services. These can either be awarded on a per lot basis or can be awarded as a managed service through lot 1.

All suppliers appointed to this Framework provide comprehensive and innovative waste solutions and proactively assist Authorities in their attempts to reduce the quantities of waste sent to landfill and achieve their recycling targets. This is in line with the revised Waste (England and Wales) Regulations 2011 that prioritises the waste hierarchy.

1.3 Overview

The framework agreement has been split into a number of lots which allows contracting authorities a choice of how best to approach the market. The framework covers the following services:

Lot 1 – Integrated Waste Management

- Collection and disposal/ treatment of non-hazardous domestic and commercial waste.
- Collection and disposal/ treatment of all forms of hazardous domestic and commercial waste.
- Collection and disposal/ treatment of clinical waste (including sharps) from healthcare environments and wider public sector.
- Collection and disposal/ treatment of offensive waste such as but not limited to nappy waste and feminine hygiene services.
- Collection and disposal/ treatment of “office waste” including waste paper, shredding, cardboard, glass, aluminium, plastic packaging etc.

- Collection and disposal/ treatment of bulky/ obsolete items such as unwanted/ damaged furniture, fixtures and fittings as well as scrap metals.
- Collection and disposal/ treatment of Waste Electrical and Electronic Equipment (WEEE).
- Collection and disposal/ treatment of vehicle workshop waste such as batteries, vehicle parts and tyres.
- Collection and disposal/ treatment of catering waste, such as food, packaging, oils and fats.
- Collection and disposal/ treatment of building/maintenance waste such as bricks, rubble, wood, metal etc.
- Collection and disposal/ treatment of compostable green waste and soil.
- Identification of recyclable waste, training of staff in the use of segregation systems provided and collection services of this waste.
- Collection and disposal/ treatment of clinical waste (including sharps) from within the community healthcare environment, such as but not limited to domiciliary collections (patients residences following health visit), Out Patient Clinics, GP Practices, Dentist Surgeries, Pharmacies, Mental Health premises.
- Collection and disposal/ treatment of clinical waste, animal bedding, radioactive waste from academic institutions/ research premises.
- Collection and disposal/ treatment of animal waste and dog litter.
- Operation of on-site incineration/ waste to energy plant.

The Service Providers must be able to provide scheduled and or ad-hoc collections for the following types of containers:

- Bin bag/ sacks.
- Wheelie Bins (various sizes).
- Skips (FEL/REL).
- Roll-on-Roll-off containers.
- Balers.
- Compactors.
- Kerb-side.
- By appointment to domiciliary locations.

In addition there is a provision for the Service Providers to offer a “waste portering service” to their clients to assist in the collection of waste/waste containers form around their premises.

Please note: the above list is not exhaustive and the tender will cover all waste management services.

Lot 2 – General Waste and Recycling

- Collection and disposal/ treatment of non-hazardous domestic and commercial waste.
- Collection and disposal/ treatment of bulky/ obsolete items such as unwanted/ damaged furniture, fixtures and fittings as well as scrap metals.

- Collection and disposal/ treatment of Waste Electrical and Electronic Equipment (WEEE).
- Collection and disposal/ treatment of vehicle workshop waste such as batteries, vehicle parts and tyres.
- Collection and disposal/ treatment of catering waste, such as food, packaging, oils and fats.
- Collection and disposal/ treatment of building/ maintenance waste such as bricks, rubble, wood, metal etc.
- Collection and disposal/ treatment of “office waste” including waste paper, shredding, cardboard, glass, aluminium, plastic packaging etc.
- Collection and disposal/ treatment of compostable green waste and soil.
- Identification of recyclable waste, training of staff in the use of segregation systems provided and collection services of this waste.
- Operation of on-site incineration/ waste to energy plant.

The Service Providers must be able to provide scheduled and or ad-hoc collections for the following types of containers:

- Bin bag/ sacks.
- Wheelie Bins (various sizes).
- Skips (FEL/REL).
- Roll-on-Roll-off containers.
- Balers.
- Compactors.
- Kerb-side.

Lot 3 – Clinical, Hazardous and Radioactive Waste

- Collection and disposal/ treatment of all forms of hazardous domestic and commercial waste.
- Collection and disposal/ treatment of clinical waste (including sharps) from healthcare environments and wider public sector.
- Collection and disposal/ treatment of clinical waste (including sharps) from within the community healthcare environment, such as but not limited to domiciliary collections (patients residences following health visit), Out Patient Clinics, GP Practices, Dentist Surgeries, Pharmacies, Mental Health premises.
- Collection and disposal/ treatment of offensive waste such as but not limited to nappy waste and feminine hygiene services.
- Collection and disposal/ treatment of clinical waste, animal bedding, radioactive waste from academic institutions/ research premises.
- Collection and disposal/ treatment of animal waste and dog litter.
- Identification of recyclable waste, training of staff in the use of segregation systems provided and collection services of this waste.
- Operation of on-site incineration/ waste to energy plant.

Lot 4 – Confidential Waste

- Handle all confidential waste in accordance with regulations and best practices surrounding the handling of confidential waste.

- Collect and remove for destruction or destroy on site the confidential waste.

The Service Providers must be able to provide scheduled and or ad-hoc collections for the following types of containers:

- Bin bag/ sacks.
- Wheelie Bins (various sizes).
- Kerb-side.

By appointment to domiciliary locations.

To further promote efficiencies and value for money on a national level, the Framework has been split into 7 geographical regions:

- Region A - London
- Region B – North East
- Region C – North West
- Region D - Midlands
- Region E – East of England
- Region F – South East
- Region G – South West

The suppliers who have been awarded a position on each of the lots are included in Appendix A.

1.4 Expected Benefits

- Provides a comprehensive waste service which meets all of the Authority's requirements and is OJEU compliant.
- Challenges contractors to demonstrate that the majority of the waste it handles is not sent to land fill and utilises the most appropriate and environmentally friendly methodology for treatment and disposal. Contractors provide transparent online reporting systems which identify the final destination for each waste stream showing whether it has been reused, recycled, recovered (waste-energy) or sent to land fill.
- The contract provides solutions that minimise waste to landfill, treats waste as a resource and embraces strategies to reduce miles and its ensuing carbon footprint and cost.
- Requires suppliers to have a fleet of vehicles which are at least EUROV compliant have been equipped with GPS tracking and reporting facilities on both the waste collected and the carbon footprint for the collection.
- Encourages Contractors to undertake training, education and road-shows to the Authority's employees to encourage and increase waste awareness.
- Provides a flexible solution in regard to the changes that may affect both the NHS and the wider public sector during the life of the framework.

1.5 Awarding a Contract

To award a contract under this framework the contracting authority must run a mini-competition. Instructions as to how to access the framework and undertake a mini competition are contained in section 4 below.

2. Management of the Framework Agreement

2.1 Framework Contracts

All suppliers who have been awarded a position on this framework have signed framework contracts with NHS London Procurement Partnership (LPP). LPP is responsible for the management of the framework contracts and will seek feedback from contracting authorities to ensure maximum value is derived from the framework.

2.2 Activity Based Income (ABI)

This framework has been established with an Activity Based Income (ABI) charge of 2%. Each supplier will pay LPP the ABI charge for all contracts awarded under the framework. Any pricing provided by suppliers will be inclusive of this charge.

2.3 Management Information

LPP will collect on a monthly basis management information from each supplier for each contract they have been awarded under the framework. The management information will allow the category manager to have an overview of the supplier performance on specific contracts and to calculate the ABI charge.

2.4 Framework Manager

Contracting authorities who have any questions regarding the framework should contact the framework manager in the first instance. This is the person identified on page 2 of this document.

2.5 Business Continuity Plans

As part of the supplier's application to be on the framework they have submitted to LPP generic business continuity plans. These have been reviewed and scored as part of the evaluation of the framework award. LPP strongly suggests that contracting authorities request as part of their mini competition specific business continuity plans relating to their service and location so these can be retained for the successful contractor.

3. Accessing the Framework

3.1 Framework Access

This framework is open to UK Public Sector Organisations.

3.2 Benefits of Accessing a Framework

There are a number of benefits of awarding contracts under a framework, these include:

- It is faster and less onerous than a full OJEU tender process.
- There is no need to assess framework suppliers against criteria such as financial standing or business probity as these have been assessed during the PQQ stage of the framework establishment.
- By using the framework there is no need for you to separately advertise your requirement.
- The framework is based on generic service specifications which contracting authorities can adapt to meet their specific requirements.
- The terms and conditions of the framework agreement and call off contracts have already been agreed with all framework suppliers therefore no further legal dialogue is required.
- By following these guidelines you can ensure that you are adhering to EU Procurement legislation.

3.3 Framework Access Charge

There is no charge for contracting authorities to access this framework agreement, the only charge payable to LPP is the ABI charge from the contracted supplier.

Appendix B sets out the key responsibilities of each party during the framework call-off/mini competition process. Should a contracting authority wish for LPP to provide additional support, over and above what is shown in this document, in awarding a contract then LPP reserves the right to charge for these additional services. This will be discussed and agreed with each contracting authority on a case by case basis.

3.4 Framework Access Agreement

Contracting authorities wishing to access this framework should complete the framework access agreement in Appendix C and send this to the category manager. Once this has been completed the category manager will provide the contracting authority with access to the mini competition documents and advise the suppliers on the framework that the access agreement has been signed. Suppliers on the framework will not enter contracts under this framework with any contracting authority until the category manager has confirmed a signed access agreement is in place.

4. Running a Mini-Competition or Call-Off

4.1 Establishing a Project Team

Contracting authorities will need to establish a project team which is responsible for supporting the award of the new contract. This project team should include key stakeholders from across the organisation who can input into the specification and evaluate the quality of responses from suppliers under the framework.

The project team should be supported by a project lead who is responsible for ensuring the project is supported by the contracting authority's board and managing the implementation of the new contract.

LPP will liaise with the project lead as per the responsibilities matrix in Appendix B. If the contracting authority does not have the resource to undertake this internally then LPP can provide support but this may come at an additional cost. If this is required then you should contact the category manager to discuss further.

4.2 Key Decisions and Actions

By deciding to award a contract under the framework agreement much of the hard work has already been completed which should save the contracting authority time and money. A suite of mini-competition documents is available which can be tailored by the contracting authority to meet their specific requirements.

The key decisions and actions which will need to be completed by the contracting authority to award a contract under the framework are set out in the responsibilities matrix in Appendix B.

It is the contracting authority's responsibility to validate the data being sent out as part of the mini competition, check the evaluation of all bids and award the contract under the framework.

4.3 Undertaking a Mini Competition

To undertake a mini competition within the framework the contracting authority should refer to the responsibilities matrix in Appendix B and complete the framework access agreement in Appendix C. Once this is received by NHS LPP access to the mini competition documents will be provided through my.lpp to registered users.

The contracting authority will need to agree the specification of services and should build upon the generic specifications provided in Appendix E to ensure that their specification meets the service needs. The information which is required from the contracting authority in each document is:

1. Mini Competition Instructions

This document sets out the instructions for the bidders on how to complete and respond to the mini competition. As a minimum the contracting authority will need to insert its award criteria against the stated headings, enter the contract period and complete the project plan. Contracting authorities using their own e-procurement

systems to run the mini-competition will need to change the instructions to reflect their own systems.

2. Abstract of Particulars

This document provides bidders with an introduction to the contracting authority. An outline to the contracting authority and its main areas of service provision should be provided as well as an overview of the current contracting arrangements. Any specific aims and objectives from a new contract should be given here so bidders can understand how best to structure their response to meet your requirements. Any known changes to service provision which may affect the contract should be stated.

3. ITT Questions

This document identifies the questions that you will be asking bidders to respond to. Suggested wording has been provided in this document. Contracting authorities may replace these questions with their own, amend the suggested questions or keep them as they are as part of the mini competition. All questions should clearly show how they are linked to the award criteria and any word limits that bidders will be asked to adhere to. Remember you should not re-evaluate areas already evaluated at PQQ stage, such as financial standing.

4. Specification

Template specifications have been provided for use by the contracting authority. All suppliers on the framework have seen these template specifications as part of their application to be on the framework. Contracting authorities should use these documents as a guide to structure their own specifications.

5. Pricing Schedule

A pricing schedule template exists which provides a consistent format for bidders to present their pricing as part of the mini competition. LPP has worked with the framework suppliers to ensure these templates are fit for purpose. However you should review the template(s) to ensure that it captures all the areas relevant to your trust and that you are clear how you will evaluate the responses received.

6. Terms and Conditions of Contract

The terms and conditions of contract have been agreed with all suppliers as part of their award onto the framework. Contracting authorities may make changes to these terms and conditions but they should be minor changes and highlighted clearly in the document so all bidders are aware changes have been made. When setting response deadlines to the mini-competition additional time should be provided by contracting authorities where changes have been made to the terms and conditions so that all bidders have the opportunity to raise these changes with their legal teams.

7. Signed Document Set

All bidders are required to complete and sign this set of documentation. Contracting authorities should ensure that the tender invitation date and title are changed to reflect their mini-competition.

8. Additional Information

Where TUPE is applicable to the contract the contracting authority should request from the incumbent supplier a list of employees who would be eligible for TUPE. The incumbent supplier should complete the TUPE template, at this stage not providing an individual's name; these will be provided to the successful contractor.

For mini competitions undertaken under the transport services framework the incumbent supplier should also be asked to provide a 12 month activity profile using the template provided. This will allow bidders to identify any seasonal trends in activity.

9. Evaluation Template

This document brings together the evaluation criteria, question scoring and questions into a document that can be used by the evaluation panel to score the responses. The contracting authority should select from the drop down list the score which is to be given for each response and insert a comment as to why that score has been provided. The scores and the comments will then be used to feedback to all bidders on the outcome of the mini-competition.

10. Standstill Award Letters

Contracting authorities should complete and issue these letters once they are in a position to award the contract. This letter will start the ten day stand still period giving all bidders an opportunity to request further information before the contract is formally awarded. The standstill period should finish at midnight once ten full calendar days have passed. If the tenth day finishes on a weekend or bank holiday this should be extended to midnight on the next working day. Contracting authorities should use the information within the completed evaluation document to complete the standstill letters. The letters should also be customised to reflect the mini-competition details and the contracting authority's process for appeal or request for further information.

Once mini competition documents 1-7 are completed they can be issued to all of the suppliers under the relevant lot. A list of suppliers and their contact details is provided in Appendix A. If the contracting authority prefers for LPP to release the mini competition documents through their e-tendering portal the mini competition documents should be sent to the category manager. Suppliers should be given adequate time to respond to a mini competition. Site visits should be provided to all suppliers during the mini competition process and any clarification questions should be answered as swiftly as possible.

The mini competition documents will be returned by the suppliers and should be evaluated by the project team in line with the evaluation criteria which was set out within the invitation to tender. As part of the evaluation process supplier presentations may be undertaken. Suppliers should be provided with adequate time to prepare their presentations and should be given a clear brief of what to present.

Once the evaluation process is completed the contracting authority should notify all suppliers of the outcome of the mini competition and start a 10 day stand still period before concluding the contract.

4.4 Evaluation Criteria

The following evaluation criteria were set out within the framework agreement. The headings stated should be used as part of any mini competition within the framework however the contracting authority can include sub-criteria as long as these are clearly stated to all suppliers at the start of the mini competition process. The weightings can be changed to meet the contracting authority's requirements.

- Commercials – 40%
- Service Quality – 20%
- Management Capability & Risk Mitigation – 20%
- Operational Capability/Innovation – 15%
- Sustainability – 5%

4.5 Undertaking a Call Off

This framework does not include the possibility of a call off.

4.6 Transition, Planning and Support

As part of the mini-competition or call off process the successful supplier should provide you with a transition plan which clearly explains what tasks need to be undertaken and who is responsible for ensuring they are completed. This plan should set out the level of resource which is required from the contracting authority during the transition process. The expected timescales for each stage of the transition and the mobilisation as a whole should be shown. The contracting authority should review the supplier's performance against the plan on a regular basis throughout the transition.

4.7 Managing the Contract

The contracting authority should hold regular meetings with the supplier to review performance against agreed key performance indicators. Should the supplier fail to meet the agreed key performance indicators then the contracting authority should look to take corrective action as outlined within the contract document. The LPP category manager should be made aware of repeated failures in a supplier's performance and can be asked by the contracting authority to support rectifying issues.

4.8 Key Performance Indicators

LPP encourages the use of key performance indicators within contracts as a way of monitoring and managing supplier performance. Some suggested key performance indicators which are relevant to this contract have been included within the template specification document. Contracting authorities should ensure these meet their requirements and if necessary personalise them to ensure they do.

Key performance indicators should not be used to punish a supplier but should be built in to encourage and reward high quality performance of the contract. As such LPP suggests that key performance indicators are established which are achievable and agreed by both parties.

5. Frequently Asked Questions

5.1 What is a Framework and is it compulsory to join?

A framework is a general term for an agreement with a provider(s) which sets out terms and conditions under which specific purchases (call-offs) can be made throughout the term of the agreement. Frameworks are established for bodies to buy goods or services via a pre-approved list of suppliers.

5.2 If a supplier is not on the framework can they still take part?

No. The framework has been awarded via an OJEU process. Suppliers at the time of advert had the opportunity to register their interest in being awarded a position on the framework. The tender process for the framework has now closed and all lots awarded.

5.3 Do I need to invite all suppliers to a mini competition?

You will need to invite all suppliers for the lot under which you are undertaking your mini competition unless there are specific reasons why you believe a supplier cannot deliver the services you require. Where this is the case you should check with the supplier first to ensure that you are not challenged later in the process.

5.4 How long does a mini competition need to run for?

This will depend on the complexity of the service. Contracting authorities should take into account the size of the contract, the number of services included, requirements for supplier site visits and TUPE. On average LPP would suggest suppliers are given four weeks to respond to the mini competition. For specific advice please contact the category manager.

5.5 Do I have to apply a stand still period to a mini competition?

LPP encourages the application of standstill periods for all mini competitions under the framework, especially where the value of the contract exceeds the OJEU thresholds. This ensures transparency to all suppliers involved in the process and minimises the risk of challenge once a contract is awarded.

6. Appendices

6.1 Appendix A – Supplier Contacts by Lot

Lot 1 – Integrated Waste Management Service

Supplier	Email Address	Region(s)
Biffa Waste Services Ltd	bid.management@biffa.co.uk	B,C,E
Bywaters (Leyton) Ltd	e.vanreenen@bywaters.co.uk	A,F
Grundon Waste Management	sales.slough@grundon.com	A,D,E,F,G
Sharpsmart Ltd	bidsuk@sharpsmart.co.uk	A,B,C,D,E,F,G
Skanska Construction UK Ltd	liam.hogg@skanska.co.uk	A,B,C,D,E,F,G
SRCL	ngee@srcl.com	A,B,C,D,E,F,G
Suez	carla.brian@suez.com	A,B,C,D,F,G
Tradebe Healthcare Ltd	uk.bidteam@tradebe.com	A,B,C,D,E,F,G
Veolia Environmental Services	marcel.fortune@veolia.com	A,B,C,D,E,F,G
Viridor Waste Management	bidteam@viridor.co.uk	B,C,E,G

Lot 2 – General Waste & Recycling

Supplier	Email Address	Region(s)
Bagnall & Morris Waste Services	tenders@bagnallandmorris.com	C,D
Biffa Waste Services	bid.management@biffa.co.uk	A,B,C,D,E,F,G
Bywaters (Leyton) Ltd	e.vanreenen@bywaters.co.uk	A,F
F&R Cawley	tony.mcpartland@cawleys.co.uk	A,D,E
Grundon Waste Management	sales.slough@grundon.com	A,D,E,F,G
Suez	carla.brian@suez.com	A,B,C,D,G
Veolia Environmental Services	marcel.fortune@veolia.com	A,B,C,D,E,F,G
Weir Waste Services Ltd	aimee.clarke@weirwaste.co.uk	D

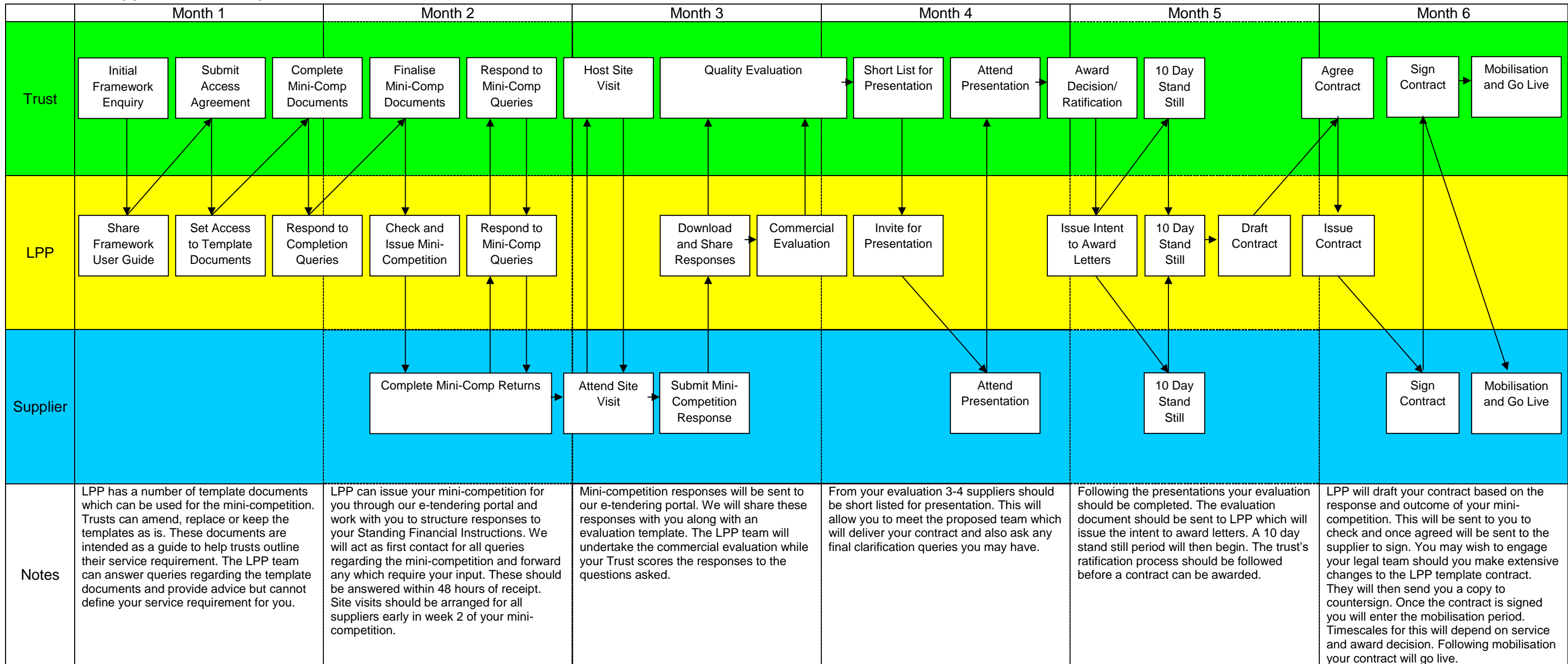
Lot 3 – Clinical, Hazardous and Radioactive Waste

Supplier	Email Address	Region(s)
Grundon Waste Management	sales.slough@grundon.com	A,D,E,F,G
Medisort Ltd	andy.higgins@medisort.co.uk	A,E,F,G
Personal Hygiene Services	enquiries@phs.co.uk	A,B,C,D,E,F,G
Sharpsmart Ltd	bidsuk@sharpsmart.co.uk	A,B,C,D,E,F,G
SRCL	ngee@srcl.com	A,B,C,D,E,F,G
Tradebe Healthcare Ltd	uk.bidteam@tradebe.com	A,B,C,D,E,F,G

Lot 4 – Confidential Waste

Supplier	Email Address	Region(s)
Bagnall & Morris Waste Services	tenders@bagnallandmorris.com	C,D
Bywaters (Leyton) Ltd	e.vanreenen@bywaters.co.uk	A,F
Data Solutions 2016 Ltd	tony.falkner@restore.co.uk	A,B,C,D,E,F,G
M&J Bowers Ltd	andrew.bowers@mjbowers.co.uk	G
Shred Station Ltd	martin@shredstation.co.uk	A,B,C,D,E,F
Shred-It Ltd	sarah.fear@stericycle.com	A,B,C,D,E,F,G
SRCL	ngee@srcl.com	A,B,C,D,E,F,G
Suez	carla.brian@suez.com	A,D,F,G
Total Shred	Nidhi@total-shred.com	A

6.2 Appendix B – Responsibilities Matrix



6.3 Appendix C – Framework Access Agreement



London Procurement Partnership

Waste Management Framework

Contract notice reference 2017/S 126-256823

ACCESS AGREEMENT

Between NHS London Procurement Partnership (Hosted by Guys
and St Thomas' NHS Foundation Trust) "LPP"

&

<<PARTICIPATING AUTHORITY NAME>>

CUSTOMER ACCESS AGREEMENT

for use by **Framework Recipient Hub (FRH)**

NHS LONDON PROCUREMENT PARTNERSHIP FRAMEWORK AGREEMENT FOR WASTE MANAGEMENT SERVICES

Contract Reference Number: LPP/2017/011

Before conducting any activity under this framework agreement please complete and return this form to NHS London Procurement Partnership via your local **FRH** representative (if applicable).

This agreement provides approval by **FOH** for the below named Organisation to access the above named Framework Agreement only, subject to the conditions set out below.

In exchange for **FOH** granting approval to access the Framework Agreement, the Organisation AGREES:

1. I/We accept all responsibility for both accessing and using the Framework Agreement in accordance with its associated terms and conditions of contract;
2. I/We agree that **FOH** (and NHS London Procurement Partnership) have no responsibility, or liability, on behalf of our Organisation relating to our use of this Framework Agreement;
3. I/We hereby certify that all information provided by **FOH** (and NHS London Procurement Partnership) in relation to the Framework Agreement, in any form, will be kept strictly confidential and not be made available to any external entity other than our own, without prior permission of **FOH**. (Please note, this obligation shall not apply to the provision of information by public sector organisations in order to comply with government guidelines and/or legislation regarding transparency and expenditure of public money);
4. I/We authorise **FOH** to receive management information from contracted suppliers, regarding the usage of this Framework Agreement by the Organisation. Such information will be used by **FOH** for contract management/administration purposes, and will be shared with NHS London Procurement Partnership.

AGREEMENT: I/We confirm that the organisation detailed below intends to participate in the above mentioned NHS London Procurement Partnership framework agreement, and that in doing so will act in accordance with the guidance and instructions set out in the relevant NHS London Procurement Partnership (and/or **FRH**) Contract Briefing Document, associated terms and conditions of contract, and in accordance with the Public Contracts Regulations 2015 (as amended).

NHS London Procurement Partnership

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CUSTOMER ACCESS AGREEMENT

for use by **Framework Recipient Hub (FRH)**

NHS LONDON PROCUREMENT PARTNERSHIP FRAMEWORK AGREEMENT FOR WASTE MANAGEMENT SERVICES

Contract Reference Number: LPP/2017/011

Customer Signature:	
Date:	
Name:	
Position:	
Name of Authority:	
Address:	
Telephone:	
E-mail	

Access facilitated by **XXXX (Framework Recipient Hub) XXX** - To be completed by NHS Hub (if applicable)

Name: <input style="width: 90%;" type="text"/> Position: <input style="width: 90%;" type="text"/>	Signature: <input style="width: 90%;" type="text"/> Date: <input style="width: 90%;" type="text"/>
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NHS LONDON PROCUREMENT PARTERSHIP APPROVAL

Name: <input style="width: 90%;" type="text"/> Position: <input style="width: 90%;" type="text"/>	Signature: <input style="width: 90%;" type="text"/> Date: <input style="width: 90%;" type="text"/>
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NHS London Procurement Partnership

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6.5 Appendix E – Mini Competition Documentation

1. Mini Competition Instructions	Available following completion of the framework access agreement in Appendix C.
2. Abstract of Particulars	Available following completion of the framework access agreement in Appendix C.
3. ITT Questions	Available following completion of the framework access agreement in Appendix C.
4. Specification	Available following completion of the framework access agreement in Appendix C.
5. Pricing Schedule	Available following completion of the framework access agreement in Appendix C.
6. Terms & Conditions of Contract	Available following completion of the framework access agreement in Appendix C.
7. Signed Document Set	Available following completion of the framework access agreement in Appendix C.
8. Additional Information	Available following completion of the framework access agreement in Appendix C.
9. Evaluation Template	Available following completion of the framework access agreement in Appendix C.
10. Standstill Award Letters	Available following completion of the framework access agreement in Appendix C.